

**MARYLAND AGRICULTURAL LAND PRESERVATION FOUNDATION**  
**OPEN MEETING MINUTES**  
**April 23, 2019**

**Trustees Present:**

Michael Calkins, Chair  
William Allen, Vice-Chair  
Julie Oberg, representing Secretary Joseph Bartenfelder, Maryland Department  
of Agriculture  
Jerome Klasmeier, representing Comptroller Peter Franchot  
Deborah Herr Cornwell, representing Secretary Robert McCord, Maryland  
Department of Planning  
Nancy Kopp, Treasurer  
Catherine Cosgrove  
J. Bruce Yerkes  
Taylor Huffman  
Bernard L. Jones, Sr.  
Joseph Wood

**Trustees Absent:**

**Others Present:**

Michelle Cable, MALPF Executive Director  
Diane Chasse, MALPF Administrator  
Chana Kikoen Turner, MALPF Administrator  
Amanda Wilson, MALPF Fiscal Specialist  
Jonathan Gott, MALPF Office Secretary III  
Sarel Cousins, MALPF Administrator  
Kim Hoxter, MALPF Monitoring, Enforcement and Database Coordinator  
Justin Hayes, Assistant Attorney General, Department of Agriculture  
Patrick Martyn, Assistant Attorney General, Department of General Services  
Joanna Kille, staff to Treasurer Nancy Kopp  
Amy Lorenzini, Calvert County, Attorney  
Ronald Marney, Calvert County Program Administrator  
Billy Gorksi, Anne Arundel County Planner  
Jeanine Nutter, Prince George's County Administrator

**Others Present By Phone Conferencing:**

Martin Sokolich, Talbot County Administrator  
Beth Beales, Caroline County Program Administrator  
Siera Wigfield, Allegany County Program Administrator  
Amanda Radcliffe, Frederick County  
Steve O'Connor, Cecil County Program Administrator  
Anne Bradley, Frederick County Program Administrator  
Shannon O'Neil, Frederick County Program Assistant  
Donna Sasscer, St. Mary's County Program Administrator  
Fatimah Hasan, Maryland National Capital Park & Planning Commission

Mr. Calkins, Chair, called the meeting to order at 9:10 a.m. at the Maryland Department of Agriculture building, Annapolis, Maryland. The guests and then the Board and staff introduced themselves.

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**I. APPROVAL OF MINUTES**

A. Approval of Open Minutes from March 26, 2019.

Motion #1: To approve minutes from March 26, 2019.

Motion: Wood Second: Klasmeier  
Status: Approved

**II. ADDITION / DELETION OF AGENDA ITEMS**

N/A

**III. ANNOUNCEMENTS**

Ms. Cable reminded the Board to complete and submit their financial disclosure forms for 2018, which are due at the end of April. Ms. Cable also asked the Board whether they would be interested in inviting the USDA-MD statistician to a meeting this summer to go over the results of the recent agriculture census.

**IV. EASEMENT AMENDMENTS**

**A. FREDERICK COUNTY**

1. 10-01-04 Zimmerman, Derrick ~ 51 acres

Request approval for .255 acres of overlay right-of-way easement to improve a bridge and 0.075 acres of temporary overlay right-of-way easements to adjust slopes during construction

Ms. Chasse introduced the item, Ms. Bradley was available for questions via conference call.

Ms. Chasse provided an additional map to increase the temporary right-of-way easement size to .075 acres (from .0142 acres).

Motion #2 : To approve the request for overlay right-of-way easements to improve a bridge

Motion: Jones, Sr. Second: Wood  
Status: Approved

2. 10-90-14 Monroe, Bettie ~ 330 acres

Request approval for two child lots- for daughters, Norton and Elizabeth.

Ms. Chasse introduced the item, Ms. Bradley was available for questions via conference call.

Motion #3 : To approve the request for two child lots-for daughters, Norton and Elizabeth.

Motion: Cosgrove Second: Jones, Sr.  
Status: Approved

3. 10-01-12 Moser, Laurie ~ 159 acres

Request approval for a 0.36 acre permanent overlay right-of-way easement to the County to repair a roadway slope failure and improve drainage.

Request approval for a temporary overlay right-of-way easement to the County of .25 acres for adjusting slopes and grading during construction.

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Ms. Chasse introduced the item, Ms. Bradley was available for questions via conference call.

Motion #4 : To approve the request for a 0.36 acre permanent overlay right-of-way easement to the County to repair a roadway slope failure and improve drainage and to approve the request for a temporary overlay right-of-way easement to the County of .25 acres for adjusting slopes and grading during construction.

Motion: Huffman Second: Wood  
Status: Approved

4. 10-15-07 Kahler, Jack and Stacy ~ 82.263 acres

Request approval for two child lots – for their sons, Brandon and Wyatt.

Ms. Chasse introduced the item, Ms. Bradley was available for questions via conference call.

The Board had concerns about the ability to perc the lot near the pond and have a driveway that wouldn't get washed out. Ms. Bradley told the Board that the landowners understand that if the site doesn't work out then they need to come back to the Board for a new location.

Motion #5 : To approve the request for two child lots – for their sons, Brandon and Wyatt.

Motion: Cosgrove Second: Allen  
Status: Approved

B. WITHDRAWN

C. WITHDRAWN

D. CALVERT COUNTY

1. 04-84-08 Douglas McDougall, and Wanamaker Properties, LLC  
~63 acres and ~87 acres

Request retroactive approval of agricultural subdivision resulting in a ~63-acre parcel (McDougall parcel) and an ~87-acre parcel (Wanamaker parcel).

Ms. Turner introduced the item. Ms. Lorenzini, representing Mr. McDougall and Mr. Wanamaker, and Mr. Marney were both available to address the Board.

On behalf of her clients, Ms. Lorenzini requested that the survey requirement be waived as the boundaries of the two parcels that comprise the easement property have not changed since the easement was established by Mr. Crane. Mr. Hayes explained to the Board that the survey is a statutory requirement and that the Board does not have authority to override the requirement.

Motion #6 : To approve the request for retroactive approval of agricultural subdivision resulting in a ~63-acre parcel (McDougall parcel) and an ~87-acre parcel (Wanamaker parcel).

Motion: Wood Second: Jones, Sr.  
Status: Approved

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E. HARDFORD COUNTY

1. 12-84-05 Baker, Brian ~138 acres

Request approval of a land exchange of .385 acres.

Ms. Chasse introduced the item.

Motion #7 : To approve the request of a land exchange of .385 acres.

Motion: Cosgrove Second: Yerkes  
Status: Approved

V. NEW AGRICULTURAL PRESERVATION EASEMENT PETITIONS: None.

VI. PROGRAM POLICY:

A. Allegany County Ranking System

Allegany County requests approval of its Ranking System.

Ms. Turner introduced the item. Ms. Wigfield was available for any questions from the Board. Ms. Wigfield explained to the Board why the proposed revisions are being requested.

Motion #8 : To approve the request for Allegany County's Ranking System.

Motion: Wood Second: Huffman  
Status: Approved

B. Legislative Update

Ms. Turner introduced the item and advised the Board of the final status of the 2019 bills affecting the Foundation.

C. FY2020 Application Cycle

Ms. Cable introduced the item and was available for any questions from the Board. Ms. Cable provided the approved FY 2020 budget for the MALPF program, with a breakdown of the estimate for the general distribution for Round One for each county. Ms. Cable summarized the status and challenges of returning to a one-year application cycle, with the impact to the counties on a limited number of applications permitted for FY 2020 at the same time there are still applications eligible for Round Two in the FY 2019 cycle.

In addition, the main strategy for MALPF staff to complete the easement acquisition cycle in a 12-month period instead of the previous 24-month period is to shorten the time frames that landowners were given to provide work products associated with the transaction.

Ms. Cable presented the following MALPF Staff recommendations for the FY 2020 application cycle:

1. Submission deadline for FY 2020 application cycle July 1, 2019.
2. Maximum number applications to be submitted to DGS for appraising is 12.
3. Allow Counties with a high volume of applicants to submit up to 17 applications by the July 1<sup>st</sup> deadline, provided that at least 5 of the 17 applications are still eligible to potentially receive a Round 2 offer in the FY 2019 cycle.
4. Counties submitting more than 12 applications must submit a preliminary ranking of all the applicants, up to the full 17, by July 1<sup>st</sup>, and provide a final ranking of the top 12 applicants by July 31<sup>st</sup>. This gives the Counties through the July Board meeting to learn if any additional FY 2019 applicants receive easement offers. There will be no



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General, Maryland Department of Agriculture, and Patrick Martyn, Assistant Attorney General, Maryland Department of General Services.

**TOPICS DISCUSSED:**

- A. Approval of March 26, 2019 Closed Session Minutes
- B. Status Report of Pending Legal Issues
- C. Discussion with Board regarding implementation of a bill passed in 2017 that sunsets on June 30, 2019.
- D. Correction to Carroll County Offer Sheet dated February 26, 2019.
- E. FY 2019 Round One Offers

Respectfully Submitted:

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Michelle Cable, MALPF Executive Director